



# Personnel Committee Meeting

October 29, 2024  
11:00am  
Boardroom

**Committee Members:** Julia Hammond-Chair, Weet Baldwin, Drew Walker, Marilyn West, Sheila White

**Staff Members:** Angel Dove, Chief Human Resources Officer, Chip Decker, Chief Executive Officer

## Agenda Topics:

- Call Meeting to Order
- Changes to the Employee Handbook
- Executive Session – Discussions Involving Personnel Matters
- Staffing Update
- Recruitment and Retention
- Other Comments
- Adjournment

### Minutes from the November 9, 2023 Meeting:

*Committee Members in Attendance: Julia Hammond, Weet Baldwin, Drew Walker, Marilyn West-via telephone, Absent: Sheila White*

*\*\*The minutes below follow the order of business and not the meeting agenda\*\**

- *Julia Hammond called the meeting to order at 1:20 p.m.*
- *Drew Walker moved that the Personnel Committee of the Richmond Ambulance Authority enter into Executive Session pursuant to Section 2.2-3711(A)(1) for purposes of discussions involving personnel matters. Weet Baldwin seconded the motion and the motion passed unanimously. Weet Baldwin moved to return to the normal order of business and the parties certified no matters were discussed other than the agenda items. Julia Hammond seconded the motion and the motion passed unanimously.*
- *The minutes from the 8/10/23 meeting were approved.*
- *Angel Dove provided the Committee with a staffing update: In September, four full-time EMT's and two full-time Paramedics were hired. An additional 20 full-time Paramedics and 18 EMT's are needed to be fully staffed. She reported the October #'s are being compiled at this time.*
- *Chip Decker announced Ryan Martinette was hired to serve as Chief Operating Officer and will begin his employment on 12/4/23. Wayne Harbour will reassume his previous role as Chief Clinical Officer and the two departments will go back to being independent of each other.*
- *Julia Hammond reported no changes to the current CEO evaluation form were received. She advised the Board appreciated receiving the "Year in Review," document in lieu of a self-evaluation form, adding it helped make this year's process more informational and allow for objectivity. She referenced the other information the Board receives throughout the year (Word on the Streets, monthly newsletter, etc.) and commented members also appreciated the review process beginning earlier this year.*
- *No other business was discussed and the meeting was adjourned at 2:00 p.m.*

**Special Notes:** None